



Richard M. Flynn
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF SAFETY
DIVISION OF FIRE STANDARDS & TRAINING
BUREAU OF EMERGENCY MEDICAL SERVICES

33 HAZEN DRIVE, CONCORD, NH 03305
603-271-4568 TDD Access 1-800-735-2964
Toll Free NH 1-888-827-5367
Fax: 603-271-4567

Suzanne M. Prentiss
Bureau Chief

TRAUMA MEDICAL REVIEW COMMITTEE
COMMITTEE MEETING

February 15, 2006
Richard M. Flynn Fire Academy
Concord, New Hampshire

Members Present: John Sutton, MD, Sharon Phillips, RN, Steve Bateman, EMTP, John DeSilva, Heather Page

Guests: Janet Houston, Cherie Holmes, MD, Donna Clark, RN, Noreen LaFleur, RN, Bill Brown, John Leary, RN, EMTP, Barbara Brown, RN, Doreen Gilligan, RN, Nancy Sears Russell, RN, Richard Ciampa, RN

Bureau Staff: Clay Odell, EMTP, RN, Sue Prentiss, Bureau Chief

I. Call to Order

The meeting of the Trauma Medical Review Committee was called to order by Dr. Sutton at 9:30 am on Wednesday February 15, 2006 at the Richard M. Flynn Fire Academy in Concord, NH.

Item 1. Introductions: Attendees went around the table and introduced themselves.

Item 2. Minutes. The minutes of the December 2005 meeting were approved by email by all who attended that meeting, and were distributed by e-mail prior to this meeting. There was no discussion regarding the minutes.

II Old Business

None

III New Business

Item 1. Cottage Hospital Initial Trauma Assignment Application

The application for initial trauma hospital assignment for Cottage Hospital was reviewed at today's meeting. They are seeking Level III Assignment in the NH Trauma System. A site visit was conducted at Cottage Hospital on November 2, 2005.

Barbara Brown, RN, CNO and Charles Sawyer, MD of Cottage Hospital attended today's meeting to address any questions about Cottage Hospital's application. Clay led the TMRC through the report that was generated by the site review committee. While Cottage Hospital has challenges similar to other small community hospitals, they have indicated a strong interest in improving trauma care and have a significant commitment of resources to this effort. The site review report made several recommendations related to trauma team activation and trauma quality improvement, but overall the organization met the criteria for Level III status. Sharon Phillips moved to approve Cottage Hospital as a Level III trauma hospital, seconded by John DeSilva. The motion passed unanimously.

Item 2. Parkland Medical Center Trauma Assignment Renewal Application

The TMRC reviewed the renewal application for Parkland Medical Center. They are currently a Level III trauma hospital and are seeking renewal at that level. Members of the trauma committee at Parkland were in attendance at today's meeting to answer questions.

PMC's application was very thorough and the hospital appears to have a significant commitment to trauma care. The facility's trauma policies are very thorough and can serve as a model for other facilities. A motion was made by Steve Bateman to approve Parkland's application, seconded by Sharon Phillips. The members of the TMRC voted unanimously to approve the application.

IV. Committee Discussion Items

Item 1. Renewal and Hospital Updates Clay reported that we have nearly completed the renewal process for all the currently assigned trauma hospitals. Weeks Medical Center is scheduled to have their application brought up for consideration again at the April TMRC meeting. Androscoggin Valley Hospital has submitted their renewal application. Memorial Hospital in North Conway has been sent an application as their initial assignment expired last month.

Item 2. Interfacility Transport Task Force Clay reported that the IFT TF has scheduled an Interfacility Transport Summit to disseminate initiatives that they have been working on over the past year. The Summit is scheduled for March 30, 2006 at Sunset Hill House in Sugar Hill, NH. The meeting is scheduled from 10:00am to 2:00pm. Invitations / brochures will be sent to hospital administrators, ED medical and nursing leadership, legislators, and EMS administrators.

Item 3. AMT Utilization Review Subcommittee Clay reports the AMT/UR is scheduled to meet again today. Participation in the subcommittee is still open, so interested parties are encouraged to contact Clay if they'd like to participate.

Item 4. NH Bureau of EMS Report No report due to time constraints. An electronic copy of the report is enclosed with these minutes.

Item 5. Trauma Team Training Project Clay gave an update on the trauma team-training project that grew out of the 2005 trauma stakeholder's conference. The NH Bureau of EMS is pursuing the concept of using high fidelity simulation equipment (high-tech manikins) in a trauma team-training program that would be provided to hospital-based trauma teams. There is a good possibility that the Bureau will be approved to use unexpended federal trauma grant funds to help purchase the equipment.

Clay will be meeting with a new group at Dartmouth-Hitchcock Medical Center that has expertise in simulation training, to explore possible coalitions to achieve the goal of developing this training program in the best possible way. In addition to determining equipment specifications there is the need to develop curriculum and train the people who will be teaching the trauma team training programs. There are also maintenance and software update issues to be taken into consideration. Clay will report back on these activities.

V. Public Comment

Sharon Phillips inquired about plans for a retreat for the TMRC, based on discussions about the Trauma Improvement grant. Clay said he was aiming for the June TMRC meeting to be an all-day off-site event.

VI. Adjournment

Dr. Sutton adjourned the meeting at 11:30. He advised the group that the next scheduled meeting of the Trauma Medical Review Committee would be April 19, 2006 at 9:30 a.m. at the Richard M. Flynn Fire Academy.

Respectfully submitted:

**Clay Odell, EMTP, RN
Trauma Coordinator**